



ANGELOSTATE UNIVERSITY

Department of English and Modern Languages
ENGL 1302 Dual Credit– Writing Across the Curriculum
Spring 2022: DC8, DC9

Dr. Dessie Davis, Ed.D.

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Phone: 325-486-6140

OFFICE HOURS

Mon – Thurs: 10am – 1130am

Or by appointment

During my office hours, I am available in-person (**face coverings required**), via email, or by phone.

PLEASE NOTE The COVID pandemic is still a reality, which means that this semester may be unpredictable. Students should keep updated about ASU protocols and policies by visiting the ASU Covid-19 Update Page at <https://www.angelo.edu/covid-19/>. If changes to this syllabus or the course content become necessary, I will notify students by email or Blackboard announcement. It is your responsibility to look for such communications about the course daily.

COURSE DESCRIPTION English 1302 is a course in critical reading and writing across the curriculum, including the research process and research paper. **Prerequisite:** Students must pass English 1301T or English 1301 or have earned equivalent credit.

This class will continue to build on your skills from English 1301, but the focus will be on applying those skills to academic works in an academic manner.

STUDENT LEARNING OUTCOMES

- Find, inquire into, analyze, and synthesize texts relevant to appropriate academic issues through a variety of media, including library sources.
- Take into consideration audience, context, purpose, conventions, and circumstances relevant to the academic context and use relevant and appropriate content for academic audience, medium, and message.
- Work individually and collectively toward a shared purpose or goal with the members of the team to create drafts and/or presentations and evaluate each team member's work and contribution.
- Identify your own core beliefs and the sources of those beliefs in order to connect your choices and actions to decision making and to evaluate possible consequences of your decisions.

The SLOs will be measured by various assignments that require students to: 1) understand the principles of audience analysis and differentiate language, structure, and detail to the needs of specific learners; 2) reflect on their own beliefs about literature and its role in modern society; 3) develop culturally sensitive and diverse pedagogy for secondary ELAR classrooms; 4) analyze their own beliefs about assessment and grading; and 5) master the literature TEKS specific to secondary ELAR classrooms.

REQUIRED TEXTS

There is no required text. HOWEVER, this course will utilize Blackboard. There will be Word documents, Power Point presentations, and links to external sites (along with other possible content) that you must access via Blackboard. Be sure your computer is compatible with Blackboard and the ASU system. "My computer wouldn't/didn't/couldn't..." is not going to be a reason for me to make exceptions to course policies.

TECHNOLOGY REQUIREMENTS

This course will utilize Blackboard. There will be documents in a variety of formats and links to external sites, resources, and information that you must access via Blackboard. Some content will include audio and/or video and visual components. Be sure your computer is compatible with Blackboard and that you have reliable, consistent Internet access.

To successfully participate in an online course, you also need:

- A reliable computer with an updated operating system AND microphone and camera
- Microsoft Office Suite or a compatible Open Office Suite
- Reliable high speed internet access, including an ethernet cable as wireless connections can drop

If you are using a district-issued device, be sure you speak with IT about the permissions and extensions enabled on the device. In some cases, you will need to work with IT to ensure you can access course content. You also need to regularly check for updates. District-issued

devices have SOME automatic updates; system updates generally are NOT. Go to Settings, click on Updates, check for updates, and let the device “do its thing.” This can take a while! The longer you wait between checks, the longer the update will take.

ATTENDANCE

In this course, attendance = engagement. This course is online and asynchronous, meaning you do not have to be online at certain times; however, this is not a self-paced course. I expect you to engage in course activities and submit work by given due dates and times.

You are expected to be active learners. It is a basic assumption of any faculty member that students will be involved in discovering, processing, and applying course information beyond the materials and lectures presented in the course. Should a serious illness, emergency, or other crisis occur, it is the student’s responsibility to contact the Office of Student Affairs immediately so that professors may be informed. For prolonged issues, it is the student’s responsibility to stay in touch with instructors in order to keep up with work. If a student is aware of an issue that will affect their ability to actively participate in the course, it is that student’s responsibility to contact me in advance. We will work together to create a plan to accommodate the issue as appropriate.

What Counts as Engaged

- Participating in assigned activities (assignment submission, discussion board posts, working actively with group members, etc.)
- Completing interactive tutorials or interactive, computer-based instruction
- Discussion course content in the course with other students enrolled in the course or with the instructor

What Doesn’t Count as Engaged

- Attendance on your home campus
- Logging into/clicking through Blackboard (everything is set up to track where you click, how often, and how long you spend in each area)
- Discussions not reflective of course content (emailing me about plans for submitting an assignment, questions due date extensions, notifying me of an illness, etc.)

A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. See ASU Operating Policy 10.19 Student Absence for [Observance of Religious Holy Day](#) for more information. This may seem unnecessary for an online course, but due dates may cause conflicts with religious holy days.

ASSIGNMENT SUBMISSION

All assignment instructions will include submission steps. They are for grading purposes. Issues with technology arise from time to time. If a technology issue occurs during submission of an assignment, try again (all assignment will allow at least 2 attempts). If the technology issue

persists, email me immediately at dessie.davis@angelo.edu AND attach a copy of the work you are trying to submit. This lets me know the issue is with technology and not completion. THEN, once the technology issue is resolved, submit your assignment following the original instructions. This process will document the problem and establish a timeline.

It is your responsibility to complete the submission process in Blackboard, so I can grade the work. If you do not complete the submission process in Blackboard, I will grade the emailed work but the highest grade possible will be a 70.

EVALUATION AND GRADES

All work will be graded based on the degree to which the work fulfills stated expectations and criteria and demonstrates mastery of course content. Be sure you are reading and paying attention to the instructions and descriptions included with assignments. Each assignment will contain specific information regarding grade weight and/or grading criteria. Rubrics will be provided as appropriate.

Category	Description	Weight
Low Stakes Assignments (LSA)	Will include required conferences, rough drafts, grammar work, peer editing, in-class assignments, homework, and other work identified as low stakes	20%
High Stakes Assignments (HAS)	Capstone Summary (CS) –prose summary completed and submitted individually at the end of summary unit	15%
	Capstone Analysis (CA) –prose essay completed and submitted individually at the end of the analysis unit	20%
<u>All HSAs must be submitted to pass the course.</u>	Annotated Bibliography (AB) – multi-component project submitted individually at the end of the synthesis unit	25%
	Day in the Life (DITL) – summative audio/visual assignment completed and submitted individually	10%
	Final Exam (FE) – reflective prose work completed and submitted individually during the scheduled final exam time	10%

The following grading scale is in use for this course:
 A = 90 – 100
 B = 80 – 89
 C = 70 – 79
 D = 60 – 69
 F = 0 – 59

It is your responsibility to regularly check your grades, read all feedback, and apply feedback to future assignments.

LATE WORK

Late work will be accepted for 7 calendar days past the assigned due date with a penalty of 5 points per day. If you think you have a situation that warrants an exemption to this policy, be sure you have contacted the Office of Student Affairs (reread the attendance policy), so they

can send notice to faculty members. Notice from their office and only their office will serve as adequate documentation to warrant an exemption, and I'll base the exemption on that documentation.

GENERAL POLICIES RELATED TO THIS COURSE

All students are required to follow the policies and procedures presented in the [Angelo State University Student Handbook](#) and [Angelo State University Catalog](#).

This course will follow the ASU academic calendar. The only holidays on the ASU academic calendar for this semester is Spring Break (March 14-18). There are no 3-day weekends, not even the weekend that includes Good Friday. Plan accordingly.

Written Work

- All written work will demonstrate mastery of Edited American English. This includes emails.
- Any student work may be used as a model for classroom instruction.

File Types

I can only grade work that is compatible with the grading features in Blackboard.

- YES - .doc, .docx, .pdf, and .ppt ARE compatible
- YES – I can follow links to most open education resources (Canva, Prezi, etc.)
- NO - .pages, .rtf, .odt, links to Google Docs, and “documents” created on smart phones ARE NOT compatible

If you submit an incompatible file, I will enter a grade of zero (0) and comment that you need to resubmit the work in a compatible file type by a specific due date/time. If you do, the work will be graded as it normally would have been. If you do not, the zero (0) will stay.

Communication

You are welcome to call the office number listed on the first page of this syllabus. I do not have access to my voicemail as readily as I do my email, but I will do my best to answer in a timely manner. I also post information and reminders in the announcements area of Blackboard. I suggest checking daily.

However, the easiest, most efficient way to correspond with me outside of class is by emailing me. You can either use the email feature in Blackboard, or you can manually type dessie.davis@angelo.edu as the recipient. I generally respond to email within 24 hours (weekends can take a bit longer). I expect you to use Edited American English in all correspondence with me.

Please remember that I expect you to think critically. My answer may be to refer you to another source (this syllabus, Blackboard, a more qualified individual, etc.). I may list options and leave you to choose the answer you think best. I am not avoiding answering; I am hoping that you'll take every opportunity available to develop your critical thinking skills, so you are well prepared for success in all areas of life.

Use Good "Netiquette"

- Focus on one subject per message and use pertinent subject lines.
- Using all caps is generally viewed as SHOUTING!
- Be professional and courteous. Proper address for faculty is by formal title such as Dr. Davis.
- It is extremely rude to forward someone else's messages without their permission or inclusion on the forwarded email.
- It is fine to use humor but use it carefully. The absence of face-to-face cues can cause humor to be misinterpreted as criticism or inflammatory (angry, antagonistic, critical).

INCOMPLETE GRADE POLICY

It is ASU policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required. See ASU Operating Policy 10.11 [Grading Procedures](#) for more information.

ACADEMIC INTEGRITY

Students are expected to maintain complete honesty and integrity in all work. Any student found guilty of any form of dishonesty in academic work is subject of disciplinary action and possible expulsion from ASU. The College of Arts and Humanities adheres to the Statement of [Academic Integrity](#).

PLAGIARISM

Plagiarism is a serious topic covered in ASU's [Academic Integrity policy](#) in the Student Handbook. Plagiarism is the action or practice of taking someone else's work, idea, etc., and passing it off as one's own. Plagiarism is literary theft.

In your discussions and/or your papers, it is unacceptable to copy word-for-word without quotation marks and the source of the quotation. It is expected that you will quote, summarize, or paraphrase ideas and give appropriate credit to the source both in the body of your paper and the reference list.

Papers are subject to be evaluated for originality via Turnitin. Resources to help you understand this policy better are available at the [ASU Writing Center](#).

COPYRIGHT POLICY

Students officially enrolled in this course should make only one printed copy of the given articles and/or chapters. You are expressly prohibited from distributing or reproducing any portion of course readings in printed or electronic form without written permission from the copyright holders or publishers.

STUDENT DISABILITIES SERVICES

ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA) and subsequent legislation.

Student Disability Services is located in the Office of Student Affairs, and is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student's responsibility to initiate such a request by contacting an employee of the Office of Student Affairs in the Houston Harte University Center, Room 112, or contacting the department via email at ADA@angelo.edu. For more information about the application process and requirements, visit the Student Disability Services website at www.angelo.edu/ADA. The employee charged with the responsibility of reviewing and authorizing accommodation requests is Dr. Dallas Swafford.

Dr. Dallas Swafford

Director of Student Disability Services | Student Affairs



Email dallas.swafford@angelo.edu

Phone 325-942-2047

Office Houston Harte University Center, 112

TITLE IX

Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. In accordance with Title VII, Title IX, the Violence Against Women Act (VAWA), the Campus Sexual Violence Elimination Act (SaVE), and other federal and state laws, the University prohibits discrimination based on sex, which includes pregnancy, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination and unwelcome behavior of a sexual nature. The term includes sexual harassment, nonconsensual sexual contact, nonconsensual sexual intercourse, sexual assault, sexual exploitation, stalking, public indecency, interpersonal violence (domestic violence or dating violence), sexual violence, and any other misconduct based on sex.

You are encouraged to report any incidents involving sexual misconduct to the Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator, Michelle Miller, J.D. You may submit reports in the following manner:

Michelle Miller, J.D.

Special Assistant to the President and Title IX Coordinator



Email michelle.miller@angelo.edu

Phone 325-486-6357

Office Mayer Administration Building, 210

- Online: www.angelo.edu/incident-form
- Face to Face: Mayer Administration Building, Room 210
- Phone: 325-942-2022
- Email: michelle.boone@angelo.edu

Note, as a faculty member at Angelo State, I am a mandatory reporter and must report incidents involving sexual misconduct to the Title IX Coordinator. Should you wish to speak to someone in confidence about an issue, you may contact the University Counseling Center (325-942-2371), the 24-Hour Crisis Helpline (325-486-6345), or the University Health Clinic (325-942-2171).

For more information about resources related to sexual misconduct, Title IX, or Angelo State's policy please visit: www.angelo.edu/title-ix.

Course Calendar

Subject to Change

Dates	Read/Study/Listen To/Watch	Do
Week 1 Jan. 18 – Jan. 24	<ul style="list-style-type: none"> • Syllabus 	<ul style="list-style-type: none"> • Syllabus Quiz (LSA) • Practice discussion board
Week 2 Jan. 25 - Jan. 31	<ul style="list-style-type: none"> • MLA notes • Information literacy notes • Source checklist notes 	<ul style="list-style-type: none"> • MLA template • Library “Tour” • Source checklist practice (LSA)
Week 3 Feb. 1 - Feb. 7	<ul style="list-style-type: none"> • Summary 1 Instructions 	<ul style="list-style-type: none"> • Summary 1 article checklist for approval • Summary 1 Annotations (LSA)
Week 4 Feb. 8 – Feb. 14	<ul style="list-style-type: none"> • Revision Notes • Editing Notes 	<ul style="list-style-type: none"> • Peer revision • Peer editing • Summary 1 Final Draft Due (LSA)
Week 5 Feb. 15 – Feb. 21	<ul style="list-style-type: none"> • Summary 2 Instructions • Perspective notes 	<ul style="list-style-type: none"> • Summary 2 article checklist for approval • Summary 2 annotation swap • Summary 2 draft & reflection (LSA)
Week 6 Feb. 22 – Feb. 28	<ul style="list-style-type: none"> • Capstone Summary Instructions • X Words notes 	<ul style="list-style-type: none"> • Peer revision • Peer editing • Capstone Summary Final Draft Due (HSA)
Week 7 Mar. 1 – Mar. 7	<ul style="list-style-type: none"> • Partner Analysis Instructions • Analysis notes 	<ul style="list-style-type: none"> • Analysis commercial checklist for approval • Partner Analysis rough draft
Week 8 Mar. 8 – Mar. 11	<ul style="list-style-type: none"> • Instructor feedback • Presentation notes 	<ul style="list-style-type: none"> • Partner Analysis feedback • Partner Analysis final draft due (LSA)
Week 9 Mar. 14 – Mar. 18	SPRING BREAK	
Week 10 Mar. 21 – Mar. 28	<ul style="list-style-type: none"> • Analysis 2 Instructions • Critical thinking and reading notes 	<ul style="list-style-type: none"> • Analysis 2 graphic organizer • Analysis 2 rough draft

Week 11 Mar. 29 – Apr. 4	<ul style="list-style-type: none"> Instructor feedback 	<ul style="list-style-type: none"> Peer revision Analysis 2 rough draft Peer editing Analysis 2 final draft due (LSA)
Week 12 Apr. 5 – Apr. 11	<ul style="list-style-type: none"> Capstone Analysis Instructions 	<ul style="list-style-type: none"> Capstone Analysis article checklist for approval Capstone Analysis final draft due (HSA)
Week 13 Apr. 12 – Apr. 18	<ul style="list-style-type: none"> Annotated Bibliography Instructions Annotated bibliography notes OWL tour 	<ul style="list-style-type: none"> Annotated Bibliography rough draft x 2 Checklists for sources 3 & 4 for approval
Week 14 Apr. 19 – Apr. 25	<ul style="list-style-type: none"> Instructor feedback Interview questions and notes 	<ul style="list-style-type: none"> Additional interview questions Conduct interview; add to Annotated Bibliography
Week 15 Apr. 26 – May 2	<ul style="list-style-type: none"> Instructor feedback 	<ul style="list-style-type: none"> Annotated Bibliography with all 5 entries Peer revision Peer editing Annotated Bibliography final draft due (HSA)
Week 16 May 3 - 6	<ul style="list-style-type: none"> Day in the Life Instructions 	<ul style="list-style-type: none"> Day in the Life final draft due (HSA)
FINAL EXAM WEEK	Final Exam available May 9 and due May 11 (HSA)	